



# TEXAS FUNERAL SERVICE COMMISSION

## Commission Meeting

**April 19, 2022 \* 9:00 am**

**Hobby Building 333 Guadalupe, Room 3-100, Austin, Texas 78701**

Mission of the Texas Funeral Service Commission:

*To protect the public from deceptive practices in the funeral and death care industry through a process of impartial enforcement, inspection, licensing and education in order to guarantee every citizen's final disposition is conducted professionally and ethically.*

The meeting of the Texas Funeral Service Commission will be held in person at the physical location above. If you are not feeling well or were possibly exposed to COVID-19, please stay home.

The Texas Funeral Service Commission may discuss and/or take action on any of the following items. The Commission may meet in closed session on any item listed below, as authorized by the Open Meetings Act, Texas Government Code Chapter 551.

- I. Call to Order
- II. Introduction of New Commissioner
- III. Roll Call
- IV. Establishment of a Quorum
- V. Excuse Absent Board Members
- VI. Invocation\*
- VII. Pledge of Allegiance
- VIII. Reading of the Mission Statement
- IX. Public Comment
- X. February 22, 2021 Commission Meeting Minutes
- XI. Update on TFSC Strategic Plan
- XII. Review of and Possible Action on the Division of Responsibilities of the Executive Director and Commission
- XIII. Review of and Possible Action on the Guidelines for License Applicants with Criminal Background
- XIV. Proposed rule changes to 22 Texas Administrative Code chapter 205 Crematories

- XV. Proposed rule changes to 22 Tex. Admin. Code chapter 203 Licensing and Enforcement – Specific Substantive Rules, Subchapter A, Licensing
- XVI. Financial Report – FY 2022 2<sup>nd</sup> Quarter Budget Report
- XVII. Compliance Report – FY 2022 2<sup>nd</sup> Quarter Performance Measures Report
- XVIII. Legal Report – FY 2022 2<sup>nd</sup> Quarter Report
  - a. Agreed Orders Entered
  - b. Letters of Warning Issued
- XIX. Executive Director’s Report
  - a. Approvals granted under 22 Texas Administrative Code § section 203.16 - Consequences of Criminal Conviction
  - b. Office Personnel Updates
  - c. Relocation Project to 1801 Congress Avenue, Austin, Texas 78701
  - d. Office Calendar
    - i. Thursday, April 21<sup>st</sup> San Jacinto Day – Skeleton Crew Day
    - ii. Monday, May 30<sup>th</sup> Memorial Day – Office Closed
    - iii. Monday, July 4<sup>th</sup> Independence Day – Office Closed
  - e. TFSC FY 23-24 Legislative Appropriations Request Update
- XX. Discussion of and possible approval of the Agency Travel Expense Request
- XXI. Future Stakeholders Meetings
  - a. April 21, 2022
  - b. May 26, 2022
  - c. June 30, 2022
- XXII. Future Texas Funeral Service Commission Meetings at Hobby Building 333 Guadalupe, Austin, Texas 78701 in Room 3-100
  - a. July 19, 2022
- XXIII. Issues or Topics for Consideration at Future Texas Funeral Service Commission Meetings
- XXIV. Personnel matters relating to the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of, and complaints against the Executive Director, including any resulting transition matters and interim directions and appointments.

## XXV. Adjourn

*Persons with Disabilities who plan to attend a Commission Meeting who need assistance should contact Glenn Bower at 512-936-2474 or by email [info@tfsc.texas.gov](mailto:info@tfsc.texas.gov) two business days prior to the meeting so arrangements may be made.*

*\*Any invocation that may be offered shall be the voluntary offering of a private citizen, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission and do not necessarily represent the religious beliefs or views of the Commission in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to participate actively in the business of the Commission. Copies of the policy governing invocations and setting forth the procedure to have a volunteer deliver an invocation are available upon written request submitted to the Commission.*